

# **GUAM**

## **Commercial Vehicle Safety Plan for the Federal Motor Carrier Safety Administration's Motor Carrier Safety Assistance Program Fiscal Year 2018**

**Date of Approval: Sep 17, 2018**

**Final CVSP**

## Part 1 - MCSAP Overview

### 1 - Introduction

The Motor Carrier Safety Assistance Program (MCSAP) is a Federal grant program that provides financial assistance to States to help reduce the number and severity of accidents and hazardous materials incidents involving commercial motor vehicles (CMV). The goal of the MCSAP is to reduce CMV-involved accidents, fatalities, and injuries through consistent, uniform, and effective CMV safety programs.

A State lead MCSAP agency, as designated by its Governor, is eligible to apply for grant funding by submitting a commercial vehicle safety plan (CVSP), in accordance with the provisions of [49 CFR 350.201](#) and [205](#). The lead agency must submit the State's CVSP to the FMCSA Division Administrator on or before August 1 of each year. For a State to receive funding, the CVSP needs to be complete and include all required documents. Currently, the State must submit a performance-based plan each year to receive MCSAP funds.

The online CVSP tool (eCVSP) outlines the State's CMV safety objectives, strategies, activities and performance measures and is organized into the following five parts:

- Part 1: MCSAP Overview
- Part 2: Crash Reduction and National Program Elements
- Part 3: National Emphasis Areas and State Specific Objectives
- Part 4: Financial Information
- Part 5: Certifications and Documents

You will find that each of the five eCVSP parts listed above contains different subsections. Each subsection category will provide you with detailed explanation and instruction on what to do for completing the necessary tables and narratives.

The MCSAP program includes the eCVSP tool to assist States in developing and monitoring their grant applications. The eCVSP provides ease of use and promotes a uniform, consistent process for all States to complete and submit their plans. States and territories will use the eCVSP to complete the CVSP and to submit either a single year, or a 3-year plan. As used within the eCVSP, the term 'State' means all the States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the Virgin Islands.

## 2 - Mission/Goal Statement

### Instructions:

*Briefly describe the mission or goal of the lead State commercial motor vehicle safety agency responsible for administering this Commercial Vehicle Safety Plan (CVSP) throughout the State.*

**NOTE:** *Please do not include information on any other FMCSA grant activities or expenses in the CVSP.*

Guam's Motor Carrier Safety Assistance Program's (MCSAP) primary mission is to remove unsafe drivers and vehicles from our highways in an effort to reduce crashes, property damage, and fatalities involving large trucks and buses. Our Program has been successful at maintaining a zero fatality rate for four consecutive years (2006 - 2009) and again during the period of (2011 - 2014).

This accomplishment is a result of joint activities conducted with our proactive partners, (i.e. Guam Police Department - Highway Patrol Division (GPD-HPD), Department of Public Works - Office of Highway Safety (DPW-OHS) and our MCSAP program. We each have pledged to work towards achieving our common goal to reduce the fatalities in large trucks and bus crashes by promoting the detection and correction of commercial motor vehicle (CMV) safety defects. CMV driver deficiencies resulting in a reduction in fatalities, non-fatal injuries, property damage and zero hazardous material incidents.

Based on statistics provided by the Guam during 2006 through 2017 there were a total of 178 reportable crashes involving CMV's of which 99 involved non-fatal injuries, and 2 fatal crashes. Our goal is to continue focusing our inspection effort to reduce the number of non-fatal crashes during this fiscal year. We believe that through our partnerships supported by our driver/vehicle inspection program and safety workshops, our combined efforts will aid in reducing the number of crashes involving CMV's. We have committed to conducting a total of 2282 driver/vehicle inspections in an effort to support our goal.

### 3 - MCSAP Structure Explanation

**Instructions:**

*Briefly describe the State's commercial motor vehicle (CMV) enforcement program funded by the MCSAP grant.*

**NOTE:** *Please do not include activities or expenses associated with any other FMCSA grant program.*

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Guam's Motor Carrier Safety Assistance Program (MCSAP) falls under the purview of the Department of Revenue and Taxation who is the Lead Agency to administer the Commercial Vehicle Safety Plan.

MCSAP Inspectors salary and operational activities are 100% federally funded. They currently maintain twelve (12) designated roadside sites considered high traffic corridors.

It is noteworthy to mentioned that our MCSAP has been challenged with personnel issues early in FY15 which carried through mid-year 2016. Our staffing originally consisted of nine MCSAP personnel of which eight were certified MCSAP Inspectors and one MCSAP Coordinator. Through the years, five Inspectors resigned their MCSAP positions to pursue better employment opportunities. Thus, leaving only 3 certified Inspectors to support and maintain inspection activities (i.e. NAS Level I Part A & B, General HM, Cargo Tank, Other bulk packaging, and PV inspections Levels I, II, III, & V).

As of the submission of this plan two Inspectors were recruited and are undergoing on-the-job training in preparation of formal NAS training slated in September. We also have one Highway Patrol Officer trained and certified to conduct NAS inspections to help support our roadside inspection and traffic enforcement activities.

However, the Program has yet another challenge to overcome and that is the impending retirement of the MCSAP Coordinator which will be effective August 28, 2017. In the interim, Lead Inspector MC30 will resume the duties and responsibilities until the recruitment process for a new MCSAP Coordinator is completed.

Despite all these program challenges we strive to continue to perform our duties and responsibilities to fulfill our Program mandates.

**4 - MCSAP Structure****Instructions:**

Complete the following tables for the MCSAP lead agency, each subrecipient and non-funded agency conducting eligible CMV safety activities.

The tables below show the total number of personnel participating in MCSAP activities, including full time and part time personnel. This is the total number of non-duplicated individuals involved in all MCSAP activities within the CVSP. (The agency and subrecipient names entered in these tables will be used in the National Program Elements —Roadside Inspections area.)

The national program elements sub-categories represent the number of personnel involved in that specific area of enforcement. FMCSA recognizes that some staff may be involved in more than one area of activity.

Lead Agency Information	
Agency Name:	DEPARTMENT OF REVENUE & TAXATION/MOTOR CARRIER SAFETY ASSISTANCE PROGRAM
Enter total number of personnel participating in MCSAP activities	6
<b>National Program Elements</b>	<b>Enter # personnel below</b>
Driver and Vehicle Inspections	5
Traffic Enforcement Activities	5
Investigations*	1
Public Education and Awareness	1
Data Collection and Reporting	1
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	GUAM POLICE DEPARTMENT/HIGHWAY PATROL DIVISION
Enter total number of personnel participating in MCSAP activities	1
<b>National Program Elements</b>	<b>Enter # personnel below</b>
Driver and Vehicle Inspections	1
Traffic Enforcement Activities	1
Investigations*	0
Public Education and Awareness	0
Data Collection and Reporting	0
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Non-funded Agency Information	
Total number of agencies:	0
Total # of MCSAP Participating Personnel:	0

## Part 2 - Crash Reduction and National Program Elements

### 1 - Overview

*Part 2 allows the State to provide past performance trend analysis and specific goals for FY 2018 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.*

*In past years, the program effectiveness summary trend analysis and performance goals were separate areas in the CVSP. Beginning in FY 2018, these areas have been merged and categorized by the National Program Elements as described in [49 CFR 350.109](#). This change is intended to streamline and incorporate this information into one single area of the CVSP based upon activity type.*

**Note:** *For CVSP planning purposes, the State can access detailed counts of its core MCSAP performance measures. Such measures include roadside inspections, traffic enforcement activity, investigation/review activity, and data quality by quarter for the current and past two fiscal years using the State Quarterly Report and CVSP Data Dashboard, and/or the CVSP Toolkit on the A&I Online website. The Data Dashboard is also a resource designed to assist the State with preparing their MCSAP-related quarterly reports and is located at: <http://ai.fmcsa.dot.gov/StatePrograms/Home.aspx>. A user id and password are required to access this system.*

*In addition, States can utilize other data sources available on the A&I Online website as well as internal State data sources. It is important to reference the data source used in developing problem statements, baselines and performance goals/ objectives.*

## 2 - CMV Crash Reduction

The primary mission of the Federal Motor Carrier Safety Administration (FMCSA) is to reduce crashes, injuries and fatalities involving large trucks and buses. MCSAP partners also share the goal of reducing commercial motor vehicle (CMV) related crashes.

### Trend Analysis for 2012 - 2016

#### Instructions for all tables in this section:

Complete the tables below to document the State's past performance trend analysis over the past five measurement periods. All columns in the table must be completed.

- Insert the beginning and ending dates of the five most recent State measurement periods used in the Measurement Period column. The measurement period can be calendar year, Federal fiscal year, State fiscal year, or any consistent 12-month period for available data.
- In the Fatalities column, enter the total number of fatalities resulting from crashes involving CMVs in the State during each measurement period.
- The Goal and Outcome columns allow the State to show its CVSP goal and the actual outcome for each measurement period. The goal and outcome must be expressed in the same format and measurement type (e.g., number, percentage, etc.).
  - In the Goal column, enter the goal from the corresponding CVSP for the measurement period.
  - In the Outcome column, enter the actual outcome for the measurement period based upon the goal that was set.
- Include the data source and capture date in the narrative box provided below the tables.
- If challenges were experienced while working toward the goals, provide a brief narrative including details of how the State adjusted the program and if the modifications were successful.

### ALL CMV CRASHES

Select the State's method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g. large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, or other). Other can include injury only or property damage crashes.

**Goal measurement as defined by your State:** Actual # Fatalities

**If you select 'Other' as the goal measurement, explain the measurement used in the text box provided:**

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
10/01/2016	09/30/2017	0	0	0
10/01/2015	09/30/2016	0	0	0
10/01/2014	09/30/2015	1	0	0
10/01/2013	09/30/2014	0	0	0
10/01/2012	09/30/2013	0	0	0

## MOTORCOACH/PASSENGER CARRIER CRASHES

Select the State's method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g. large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, other, or N/A).

**Goal measurement as defined by your State:** Actual # Fatalities

**If you select 'Other' or 'N/A' as the goal measurement, explain the measurement used in the text box provided:**

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
10/01/2016	08/01/2017	0	0	0
10/01/2015	09/30/2016	0	0	0
10/01/2014	09/30/2015	1	0	1
10/01/2013	09/30/2014	0	0	0
10/01/2012	09/30/2013	0	0	0



## Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

Hazardous material is anything that is listed in the hazardous materials table or that meets the definition of any of the hazard classes as specified by Federal law. The Secretary of Transportation has determined that hazardous materials are those materials capable of posing an unreasonable risk to health, safety, and property when transported in commerce. The term hazardous material includes hazardous substances, hazardous wastes, marine pollutants, elevated temperature materials, and all other materials listed in the hazardous materials table.

For the purposes of the table below, HM crashes involve a release/spill of HM that is part of the manifested load. (This does not include fuel spilled from ruptured CMV fuel tanks as a result of the crash).

Select the State's method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g., large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, other, or N/A).

**Goal measurement as defined by your State:** Actual # Fatalities

If you select 'Other' or 'N/A' as the goal measurement, explain the measurement used in the text box provided:

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
10/01/2016	08/01/2017	0	0	0
10/01/2015	09/30/2016	0	0	0
10/01/2014	09/30/2015	0	0	0
10/01/2013	09/30/2014	0	0	0
10/01/2012	09/30/2013	0	0	0

**Enter the data sources and capture dates of the data listed in each of the tables above.**

Crash Report - Data source Guam Police Department Crash Report System captured as of August 1, 2017.

**Narrative: Describe any difficulties achieving the goal, problems encountered, obstacles overcome, lessons learned, etc.**

The crash statistics listed below was obtained from the Guam Police Department's Crash Report System (CRS). It reflects the total number of reportable crashes and fatalities for the past five years (FY2013 through FY2017):

- 2017 - 5 Reportable crashes of which 2 are non-fatal injuries
- 2016 - 13 Reportable crashes of which 7 are non-fatal injuries
- 2015 - 7 Reportable crashes of which 3 are non-fatal injuries + 1 fatal
- 2014 - 13 Reportable crashes of which 10 are non-fatal injuries
- 2013 - 12 Reportable crashes of which 6 are non-fatal injuries

Based on these statistics it appears that our MCSAP inspection activities are having a positive impact in achieving our goal to reduce the number of CMV crashes and regain our zero fatality rate by placing those drivers/vehicles out-of-service when necessary.

Guam's historical data reflects that during the periods of 2006 - 2009 and 2011 - 2014 we were able to maintain a zero fatality rate for CMV's. During that timeframe, there were only two fatal crashes reported one in July 27, 2010, involving a dump truck striking a pedestrian on Route 15 Mangilao. The second fatal crash occurred five years later which was reported on February 15, 2015, involving a motorcycle operator and a commercial passenger vehicle (9-15 passenger van) on Route 1 Marine Corp Drive Asan.

Our roadside inspection activities complemented by our traffic citation program both contributing factors to a positive change in behavior of both CMV carriers and drivers. They have become more attentive to their driver/vehicle maintenance program, and overall responsibility to comply with safety regulations to avoid their drivers or vehicles being placed out-of-service, and costly traffic citations.

Through the years we have been monitoring tour and transportation company business activities and it appears that the use of 9-15 passenger vans continue to be the preferred choice of vehicles to support their operation. As such, the provision of 49 CFR 390.3(f)(6) and the Final Rules on safety requirements affecting operators of small carrying vehicles binds our inspection authority to ensure driver qualification and vehicle safety requirements for this vehicle class. This poses as an enforcement impediment that continues to adversely impact our crash rate.

To address this concern, we recommend that the Territories be exempted from 49 CFR 390.3(f)(6) and the Final Rule on the safety requirements for operators of small carrying vehicles to aid our efforts in reducing PV crashes.

In the meantime, we will continue to encourage a positive change in carrier and driver behavior to support our efforts in reducing the number of non-fatal crashes and regain our zero fatality status.

**Narrative Overview for FY 2018****Instructions:**

*The State must include a reasonable crash reduction goal for their State that supports FMCSA's mission to reduce the national number of crashes, injuries and fatalities involving commercial motor vehicles. The State has flexibility in setting its goal and it can be based on raw numbers (e.g., total number of fatalities or CMV crashes), based on a rate (e.g., fatalities per 100 million VMT), etc.*

**Problem Statement Narrative: Describe the identified problem, include baseline data and identify the measurement method.**

In FY 2017 Guam's MCSAP conducted a total of **330** passenger vehicle inspections. The breakdown of inspections are as follows: Level 1 - **20**, Level 2 - **22**, Level 3 - **50** and Level 5 - **238**. Of those inspections conducted **17** out-of-service violations were cited, **10** passenger vehicles were placed out-of-service.

Based on the productivity level of inspection performed, it appears that the strategies and activities established in our

FY2010 Passenger Transportation Plan, that provided for an increase in terminal inspections continues to work in identifying unsafe vehicles that should be out-of-service, pending repairs and/or re-inspection. It also provided the opportunity to identify and inspect vehicles that operate after normal business hours averting our roadside inspection sites. The added benefit in performing more terminal inspections gives our inspectors the opportunity to observe and record the carrier's attentiveness to their vehicle maintenance program.

With the established inspection activities we anticipate meeting our objective of reducing the number of PV crashes by 5% within a five (5) year period.

This past year our Program has noticed an increase activity of 9-15 passenger carrying vehicle utilized by major bus transportation companies along with smaller shuttle/tour service providers. They have resorted to using this vehicle type as a cost saving measure with fuel consumption, vehicle maintenance, and personnel cost.

The provisions of 49 CFR 390.3(f)(6) and the Final Rule on the safety requirements for operators of small passenger carrying vehicles stifles our inspection authority to conduct driver/vehicle inspections. We are not able to ascertain whether or not the driver or vehicle meet federal safety standards. But, we are obligated to report crashes involving this vehicle class which negatively impact our safety performance goals.

***Enter the data source and capture date:***

Guam Police crash reporting system, August 1, 2017.

***Projected Goal for FY 2018***

***Enter Crash Reduction Goal:***

Reduce non-fatal crashes involving PV's by 5%.

***Program Activities: States must indicate the activities, and the amount of effort (staff hours, inspections, traffic enforcement stops, etc.) that will be resourced directly for the program activities purpose.***

The proposed activities for FY18 is geared towards conducting roadside and terminal inspections to ensure adherence to driver qualifications and vehicle maintenance program. We currently have three full time certified Inspectors to achieve this task. Inspection activities will increase once new recruits are trained and certification.

***Performance Measurements and Monitoring: The State will monitor the effectiveness of its CMV Crash Reduction Goal quarterly and annually by evaluating the performance measures and reporting results in the required Standard Form - Performance Progress Reports (SF-PPRs).***

***Describe how the State will conduct ongoing monitoring of progress in addition to quarterly reporting.***

Guam's MCSAP will evaluate crash reports from prior years to determine common crash causation factors and actual locations where they occurred. Information will be shared with the Office of Highway Safety (OHS) for review to determine if roadway conditions are contributing factors (i.e. insufficient turning ratio, insufficient lighting for night time driving, etc.) that need to be addressed by highway engineers.

The monitoring of our progress will be captured by the number of communications and/or corrective actions made by OHS, results will be incorporated in our quarterly SF-PPR's.

### 3 - Roadside Inspections

In this section, provide a trend analysis, an overview of the State's roadside inspection program, and projected goals for FY 2018.

**Note:** In completing this section, do NOT include border enforcement inspections. Border Enforcement activities will be captured in a separate section if applicable.

#### Trend Analysis for 2012 - 2016

Inspection Types	2012	2013	2014	2015	2016
Level 1: Full	583	595	1315	1234	1189
Level 2: Walk-Around	122	175	622	539	522
Level 3: Driver-Only	158	142	428	272	370
Level 4: Special Inspections	0	0	0	0	0
Level 5: Vehicle-Only	201	198	266	389	384
Level 6: Radioactive Materials	0	0	0	0	0
<b>Total</b>	<b>1064</b>	<b>1110</b>	<b>2631</b>	<b>2434</b>	<b>2465</b>

#### Narrative Overview for FY 2018

##### Overview:

Describe components of the State's general Roadside and Fixed-Facility Inspection Program. Include the day-to-day routine for inspections and explain resource allocation decisions (i.e., number of FTE, where inspectors are working and why).

**Enter a narrative of the State's overall inspection program, including a description of how the State will monitor its program to ensure effectiveness and consistency.**

Guam's MCSAP has three full time certified Inspectors and two new recruits also full time employees undergoing on-the-job training who are currently supporting our inspection activities. Roadside inspections are conducted at high traffic corridors and the Truck Enforcement Screening Station targeting CMV's with expired safety decals or visible safety defects.

To maintain productivity field leaders have been trained to monitor CMV traffic flow and make a judgement call to relocate to alternate site in cases of inactivity.

#### Projected Goals for FY 2018

##### Instructions for Projected Goals:

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Year 2018. For FY 2018, there are separate tabs for the Lead Agency, Subrecipient Agencies, and Non-Funded Agencies—enter inspection goals by agency type. Enter the requested information on the first three tabs (as applicable). The Summary table totals are calculated by the eCVSP system.

To modify the names of the Lead or Subrecipient agencies, or the number of Subrecipient or Non-Funded Agencies, visit [Part 1, MCSAP Structure](#).

**Note:** Per the [MCSAP Comprehensive Policy](#), States are strongly encouraged to conduct at least 25 percent Level 1 inspections and 33 percent Level 3 inspections of the total inspections conducted. If the State opts to do less than these minimums, provide an explanation in space provided on the Summary tab.

#### MCSAP Lead Agency

**Lead Agency is:** DEPARTMENT OF REVENUE & TAXATION/MOTOR CARRIER SAFETY ASSISTANCE PROGRAM

**Enter the total number of certified personnel in the Lead agency:** 5

Projected Goals for FY 2018 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	1302	55	30	1387	60.78%
Level 2: Walk-Around	150	15	30	195	8.55%
Level 3: Driver-Only	280	15	55	350	15.34%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	20	80	250	350	15.34%
Level 6: Radioactive Materials	0	0	0	0	0.00%
<b>Sub-Total Lead Agency</b>	<b>1752</b>	<b>165</b>	<b>365</b>	<b>2282</b>	

**MCSAP subrecipient agency**

**Complete the following information for each MCSAP subrecipient agency. A separate table must be created for each subrecipient.**

GUAM POLICE  
DEPARTMENT/HIGHWAY PATROL

**Subrecipient is:** DIVISION

**Enter the total number of certified personnel in this funded agency:** 1

Projected Goals for FY 2018 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	32			32	100.00%
Level 2: Walk-Around				0	0.00%
Level 3: Driver-Only				0	0.00%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only				0	0.00%
Level 6: Radioactive Materials				0	0.00%
<b>Sub-Total Funded Agencies</b>	<b>32</b>	<b>0</b>	<b>0</b>	<b>32</b>	

**Non-Funded Agencies**

Total number of agencies:	0
Enter the total number of non-funded certified officers:	0
Enter the total number of inspections projected for FY 2018:	

**Summary**

## Projected Goals for FY 2018 - Roadside Inspections Summary

<b>Projected Goals for FY 2018 Summary for All Agencies</b>					
<b>MCSAP Lead Agency: DEPARTMENT OF REVENUE &amp; TAXATION/MOTOR CARRIER SAFETY ASSISTANCE PROGRAM</b>					
<b># certified personnel: 5</b>					
<b>Subrecipient Agencies: GUAM POLICE DEPARTMENT/HIGHWAY PATROL DIVISION</b>					
<b># certified personnel: 1</b>					
<b>Number of Non-Funded Agencies: 0</b>					
<b># certified personnel: 0</b>					
<b># projected inspections:</b>					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	1334	55	30	1419	61.32%
Level 2: Walk-Around	150	15	30	195	8.43%
Level 3: Driver-Only	280	15	55	350	15.13%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	20	80	250	350	15.13%
Level 6: Radioactive Materials	0	0	0	0	0.00%
<b>Total ALL Agencies</b>	<b>1784</b>	<b>165</b>	<b>365</b>	<b>2314</b>	

**Note:** If the minimum numbers for Level 1 and Level 3 inspections are less than described in the [MCSAP Comprehensive Policy](#), briefly explain why the minimum(s) will not be met.

We find that we maximize our inspection efforts when we perform 84.67% Levels 1, 2 and 5 roadside/terminal inspections on all vehicle types including passenger vehicles and 15% Level 3 driver focused inspections. Despite the decrease in Level 3 inspections conducted the difference is made up during 1 and 2 inspections where driver qualifications are also verified, particularly because Guam's driver population is limited to one island. Our program elected not to follow FMCSA's requirement of 33% Level 3 because it was not to our advantage. For the most part, drivers do not prepare Records of Duty Status (RODS) because of the exceptions of the 100 air mile radius, which means timecards cannot be checked at roadside to determine compliance of the Hours of Service rules.

**4 - Investigations**

*Describe the State's implementation of FMCSA's interventions model for interstate carriers. Also describe any remaining or transitioning compliance review program activities for intrastate motor carriers. Include the number of personnel assigned to this effort. Data provided in this section should reflect interstate and intrastate investigation activities for each year.*



**The State does not conduct investigations. If this box is checked, the tables and narrative are not required to be completed and won't be displayed.**

**Trend Analysis for 2012 - 2016**

<b>Investigative Types - Interstate</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	0
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	0	0	0	0	0
CSA On-Site Comprehensive	0	0	0	0	0
<b>Total Investigations</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Total Security Contact Reviews	0	0	0	0	0
Total Terminal Investigations	0	0	0	0	0

<b>Investigative Types - Intrastate</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	0
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	0	0	0	0	0
CSA On-Site Comprehensive	9	6	7	0	0
<b>Total Investigations</b>	<b>9</b>	<b>6</b>	<b>7</b>	<b>0</b>	<b>0</b>
Total Security Contact Reviews	0	0	0	0	0
Total Terminal Investigations	0	0	0	0	0



**Narrative Overview for FY 2018****Instructions:**

*Describe the State's implementation of FMCSA's interventions model to the maximum extent possible for interstate carriers and any remaining or transitioning compliance review program activities for intrastate motor carriers. Include the number of personnel assigned to this effort.*

**Projected Goals for FY 2018**

**Complete the table below indicating the number of investigations that the State anticipates conducting during FY 2018.**

Projected Goals for FY 2018 - Investigations		
Investigative Type	Interstate Goals	Intrastate Goals
Compliance Investigations	0	0
Cargo Tank Facility Reviews	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0
CSA Off-Site	0	0
CSA On-Site Focused/Focused CR	0	0
CSA On-Site Comprehensive	0	7
<b>Total Investigations</b>	<b>0</b>	<b>7</b>
Total Security Contact Reviews	0	0
Total Terminal Investigations	0	0

**Add additional information as necessary to describe the carrier investigation estimates.**

**Program Activities: Describe components of the State's carrier investigation activities. Include the number of personnel participating in this activity.**

We have one Inspector who successfully completed the Investigation and Safety Analysis Course in Hawaii on February 2017 and has recently conducted his first CR with a non-HM carrier under the guidance of our FMCSA Hawaii-Division State Program Manager.

**Performance Measurements and Monitoring: Describe all measures the State will use to monitor progress toward the annual goals. Further, describe how the State measures qualitative components of its carrier investigation program, as well as outputs.**

We plan to schedule and conduct 7 CR's to support this National Program Element. Review's will be supervised and monitored by both MCSAP Coordinator and Hawaii Division Office. All completed CR's will be uploaded through Safetynet and accounted for in quarterly SF-PPR's.

## 5 - Traffic Enforcement

*Traffic enforcement means documented enforcement activities of State or local officials. This includes the stopping of vehicles operating on highways, streets, or roads for moving violations of State or local motor vehicle or traffic laws (e.g., speeding, following too closely, reckless driving, and improper lane changes).*

### Trend Analysis for 2012 - 2016

#### Instructions:

Please refer to the [MCSAP Comprehensive Policy](#) for an explanation of FMCSA's traffic enforcement guidance. Complete the tables below to document the State's safety performance goals and outcomes over the past five measurement periods.

1. Insert the beginning and end dates of the measurement period being used, (e.g., calendar year, Federal fiscal year, State fiscal year or any consistent 12-month period for which data is available).
2. Insert the total number CMV traffic enforcement stops with an inspection, CMV traffic enforcement stops without an inspection, and non-CMV stops in the tables below.
3. Insert the total number of written warnings and citations issued during the measurement period. The number of warnings and citations are combined in the last column.

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2016	12/31/2016	29	29
01/01/2015	12/31/2015	27	27
01/01/2014	12/31/2014	121	121
01/01/2013	12/31/2013	237	237
01/01/2012	12/31/2012	56	35

☒ **The State does not conduct CMV traffic enforcement stops without an inspection. If this box is checked, the "CMV Traffic Enforcement Stops without an Inspection" table is not required to be completed and won't be displayed.**

☒ **The State does not conduct documented non-CMV traffic enforcement stops and was not reimbursed by the MCSAP grant (or used for State Share or MOE). If this box is checked, the "Non-CMV Traffic Enforcement Stops" table is not required to be completed and won't be displayed.**

**Enter the source and capture date of the data listed in the tables above.**

MCSAP citation log book - August 1, 2017

### Narrative Overview for FY 2018

#### Instructions:

*Describe the State's proposed level of effort (number of personnel) to implement a statewide CMV (in conjunction with and without an inspection) and/or non-CMV traffic enforcement program. If the State conducts CMV and/or non-CMV traffic enforcement activities only in support of the overall crash reduction goal, describe how the State allocates traffic*

enforcement resources. Please include number of officers, times of day and days of the week, specific corridors or general activity zones, etc. Traffic enforcement activities should include officers who are not assigned to a dedicated commercial vehicle enforcement unit, but who conduct eligible commercial vehicle/driver enforcement activities. If the State conducts non-CMV traffic enforcement activities, the State must conduct these activities in accordance with the [MCSAP Comprehensive Policy](#).

Guam's traffic enforcement program is currently supported by three certified MCSAP Inspectors and one Police Officer who successfully completed the NAS training and has fulfilled the thirty-two inspections to achieve inspection certification. We also have two new recruits scheduled for NAS training and will soon be added to our traffic enforcement efforts.

Inspection activities are typically conducted during normal business hours at high risk and high traffic corridors and focused strictly on CMV's.

### **Projected Goals for FY 2018**

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2018. The projected goals are based on the number of traffic stops, not tickets or warnings issued. These goals are NOT intended to set a quota.

			Enter Projected Goals (Number of Stops only)
Yes	No	Traffic Enforcement Activities	FY 2018
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	32
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	0
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV	0
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	7

In order to be eligible to utilize Federal funding for Non-CMV traffic enforcement, the [FAST Act](#) requires that the State must maintain an average number of safety activities which include the number of roadside inspections, carrier investigations, and new entrant safety audits conducted in the State for Fiscal Years 2004 and 2005.

The table below displays the information you input into this plan from the roadside inspections, investigations, and new entrant safety audit sections. Your planned activities must at least equal the average of your 2004/2005 activities.

FY 2018 Planned Safety Activities				
Inspections	Investigations	New Entrant Safety Audits	Sum of FY 2018 Activities	Average 2004/05 Activities
2314	7	0	2321	1787

### **Describe how the State will monitor its traffic enforcement efforts to ensure effectiveness, consistency, and correlation to FMCSA's national traffic enforcement priority.**

All traffic enforcement activities will be conducted at high risk locations and high traffic corridors. Driver/Vehicle inspection reports prepared and submitted by Inspectors will be reviewed by MCSAP Coordinator to determine the number of OOS violations and the need to schedule a carrier workshop and/or intervention to serve as a deference for potential crashes.

## 6 - Safety Technology

The FAST Act made Performance and Registration Information Systems Management (PRISM) a condition for MCSAP eligibility. (49 CFR 350.201 (aa)) States must achieve full participation (Step 6) by October 1, 2020. Under certain conditions, the FAST Act allows MCSAP lead agencies to use MCSAP funds for Operations and Maintenance (O&M) costs associated with Innovative Technology Deployment (ITD) and the PRISM (49 CFR 350.201(cc).)

For PRISM, O&M costs are eligible expenses subject to FMCSA approval. For ITD, if the State agrees to comply with ITD program requirements and has complied with all MCSAP requirements, including achievement of at least Step 6 in PRISM, O&M costs are eligible expenses.

These expenses must be included in the Spending Plan section per the method these costs are handled in the State's accounting system (e.g., contractual costs, other costs, etc.).

### Safety Technology Compliance Status

Please verify the current level of compliance for your State in the table below using the drop-down menu. If the State plans to include O&M costs in this year's CVSP, please indicate that in the table below. Additionally, details must be in this section and in your Spending Plan.

Technology Program	Current Compliance Level	Include O & M Costs?
ITD	Not Active	No
PRISM	Not Active	No

Available data sources:

- [FMCSA website ITD information](#)
- [FMCSA website PRISM information](#)

Enter the agency name responsible for ITD in the State, if other than the Lead MCSAP Agency: N/A

Enter the agency name responsible for PRISM in the State, if other than the Lead MCSAP Agency: N/A

### Narrative Overview for FY 2018

#### Problem Statement Narrative and Projected Goal:

**If the State's PRISM compliance is less than full participation, describe activities your State plans to implement to achieve full participation in PRISM.**

In an effort to begin implementation of PRISM or an alternative option that meets the criteria of this federal mandate, Guam adopted the issuance of USDOT numbers replacing State numbers to better monitor and support intrastate commerce activities. We anticipate meeting this federal requirement by the established deadline of October 1, 2020.

In the interim, the Director of Revenue and Taxation by virtue of his title, possesses the statutory authority to suspend and/or revoke vehicle registrations of non-compliant vehicles, and/or suspend the Business License of the commercial motor vehicle carriers who willfully fail to comply with both local or federal safety standards.

#### Program Activities: Describe any actions that will be taken to implement full participation in PRISM.

No program activities are planned at this time, pending further guidance from Hawaii Division Office. However, Guam's MCSAP will continue using the Director's authority to suspend or revoke vehicle registration and/or business license for non-compliant CMV carriers.

**Performance Measurements and Monitoring: Describe all performance measures that will be used and include how the State will conduct ongoing monitoring of progress in addition to quarterly SF-PPR reporting.**

## 7 - Public Education and Outreach

*A public education and outreach program is designed to provide information on a variety of traffic safety issues related to CMVs and non-CMV's that operate around large trucks and buses.*

### **Trend Analysis for 2012 - 2016**

*In the table below, provide the number of public education and outreach activities conducted in the past 5 years.*

Public Education and Outreach Activities	2012	2013	2014	2015	2016
Carrier Safety Talks	3	1	4	0	1
CMV Safety Belt Education and Outreach	7	2	8	3	3
State Trucking Association Meetings	12	10	6	0	0
State-Sponsored Outreach Events	0	0	0	0	0
Local Educational Safety Events	0	0	0	0	0
Teen Safety Events	0	0	0	0	0

### **Narrative Overview for FY 2018**

**Performance Objective:** *To increase the safety awareness of the motoring public, motor carriers and drivers through public education and outreach activities such as safety talks, safety demonstrations, etc.*

**Describe the type of activities the State plans to conduct, including but not limited to passenger transportation, hazardous materials transportation, and share the road safety initiatives. Include the number of personnel that will be participating in this effort.**

Our MCSAP continues to strive to improve the administration of our public education and awareness activities. Placing emphasis on the prevention and avoidance of distracting driving while operating a CMV which is the leading crash causation factor in prior years. Addressing this performance objective, will be a priority to help reduce the number of non-fatal crashes involving CMV's. Our partners in safety (DPW-OHS & GPD-OHS) will be joining forces with us promoting distraction free driving activities to support our common goal in roadway safety.

### **Projected Goals for FY 2018**

**In the table below, indicate if the State intends to conduct the listed program activities, and the estimated number, based on the descriptions in the narrative above.**

			Performance Goals
Yes	No	Activity Type	FY 2018
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	1
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	1
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	1
<input type="radio"/>	<input checked="" type="radio"/>	State-Sponsored Outreach Events	0
<input type="radio"/>	<input checked="" type="radio"/>	Local Educational Safety Events	0
<input type="radio"/>	<input checked="" type="radio"/>	Teen Safety Events	0

**Performance Measurements and Monitoring:** *Describe all performance measures and how the State will conduct monitoring of progress. States must report the quantity, duration and number of attendees in their quarterly SF-PPR reports.*

Guam's MCSAP will re-evaluate crash reports from prior years to determine which CMV carriers are repeated violators of crashes attributed to driver error (i.e. distracted driving).

The information gathered will be shared with our partners in safety to plan and conduct joint activities (i.e. carrier workshops, mall exhibits, and distribution of safety brochures during roadside inspections).

The monitoring of our progress for each outreach activity conducted will be incorporated in our quarterly SF-PPR's.

**Part 3 - National Emphasis Areas and State Specific Objectives**

*FMCSA establishes annual national priorities (emphasis areas) based on emerging or continuing issues, and will evaluate CVSPs in consideration of these national priorities. Part 3 allows States to address the national emphasis areas/priorities outlined in the Notice of Funding Opportunity (NOFO) and any State-specific objectives as necessary.*

**1 - Enforcement of Federal OOS Orders during Roadside Activities****Instructions:**

*FMCSA has established an Out-of-Service (OOS) catch rate of 85 percent for carriers operating while under an OOS order. In this part, States will indicate their catch rate is at least 85 percent by using the check box or completing the problem statement portion below.*

**Check this box if:**

**As evidenced by the data provided by FMCSA, the State identifies at least 85 percent of carriers operating under a Federal OOS order during roadside enforcement activities and will not establish a specific reduction goal. However, the State will maintain effective enforcement of Federal OOS orders during roadside inspections and traffic enforcement activities.**

**2 - Passenger Carrier Enforcement****Instructions:**

*FMCSA requests that States conduct enhanced investigations for motor carriers of passengers and other high risk carriers. Additionally, States are asked to allocate resources to participate in the enhanced investigations training being offered by FMCSA. Finally, States are asked to continue partnering with FMCSA in conducting enhanced investigations and inspections at carrier locations.*

**Check this box if:**

☒ As evidenced by the trend analysis data, the State has not identified a significant passenger transportation safety problem. Therefore, the State will not establish a specific passenger transportation goal in the current fiscal year. However, the State will continue to enforce the Federal Motor Carrier Safety Regulations (FMCSRs) pertaining to passenger transportation by CMVs in a manner consistent with the [MCSAP Comprehensive Policy](#) as described either below or in the roadside inspection section.



### 3 - State Specific Objectives – Past

#### Instructions:

*Describe any State-specific CMV problems that were addressed with FY2017 MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc. Report below on year-to-date progress on each State-specific objective identified in the FY 2017 CVSP.*

#### **Progress Report on State Specific Objectives(s) from the FY 2017 CVSP**

*Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2017 CVSP. Click on "Add New Activity" to enter progress information on each State-specific objective.*

#### Activity #1

##### **Activity: Describe State-specific activity conducted from previous year's CVSP.**

Conduct driver/vehicle & PV roadside and terminal inspections. (From CMV Crash Reduction)

##### **Goal: Insert goal from previous year CVSP (#, %, etc., as appropriate).**

FY2017: 2282 inspections = 1752 Non-HM + 365 PV inspections

##### **Actual: Insert year to date progress (#, %, etc., as appropriate).**

FY2017: 1368 inspections = 1038 Non HM + 330 PV inspections

##### **Narrative: Describe any difficulties achieving the goal, problems encountered, obstacles overcome, lessons learned, etc.**

Based on crash statistics it appears that we are having a positive impact on Non-HM drivers, but need to place more effort in reaching PV drivers during our roadside inspections and carrier workshops. Statistics are as follows: FY17: 5 CMV crashes were reported of which 4 involved PV's. FY16: 13 CMV crashes reported of which 5 involved PV's. FY15: 7 CMV crashes reported of which 4 involved PV's. FY14: 13 CMV crashes reported of which 11 involved PV's. FY13: 12 CMV crashes reported of which 8 involved PV's. FY12: 20 CMV crashes reported of which involved 10 PV's and in FY11: 12 CMV crashes reported of which 8 are PV's. Note: In FY13 Guam's MCSAP reduced its PV inspections on 9-15 passenger vans and limousines by 175 inspections as a result of clarification received on the applicability of 49 CFR 390.3(f)(6) as it relates to direct compensation. For the most part, tour companies utilizing these vehicle types incorporate the cost for shuttle services into the tour packet thus no direct compensation is made at the time service are rendered. The exemption places our program at a disadvantage because the number of PV crashes includes this vehicle type which adversely impacts our goal to reduce the number of passenger vehicle crashes. We no longer able to determine driver qualification which may be a contributing factor for reported crashes. The exemption further implies special treatment for these carriers, which defeats our mission to promote passenger vehicle safety.

#### Activity #2

##### **Activity: Describe State-specific activity conducted from previous year's CVSP.**

Compilation of all CMV crash data inputted and uploaded into MCMIS. (From CMV Crash Reduction)

##### **Goal: Insert goal from previous year CVSP (#, %, etc., as appropriate).**

100% crash reports collected and (1 or 2) crash causation factors identified (i.e. speed, road conditions, driver error, mechanical problems, etc.)

##### **Actual: Insert year to date progress (#, %, etc., as appropriate).**

FY2017: 5 crash reports collected from GPD Reporting System and inputted to Safetynet. One common crash causation factor identified is driver error.

##### **Narrative: Describe any difficulties achieving the goal, problems encountered, obstacles overcome, lessons learned, etc.**

Guam's MCSAP was challenged during the transition from the VPN connection to the Cloud environment. Timely data uploads was not meet.

### Activity #3

**Activity: Describe State-specific activity conducted from previous year's CVSP.**

Quarterly seat belt survey during driver-focused inspections. (From CMV Safety Improvement)

**Goal: Insert goal from previous year CVSP (#, %, etc., as appropriate).**

350 drivers surveyed 1 survey per quarter.

**Actual: Insert year to date progress (#, %, etc., as appropriate).**

FY17: 4 seat belt surveys conducted. A total of 1181 driver's surveyed

**Narrative: Describe any difficulties achieving the goal, problems encountered, obstacles overcome, lessons learned, etc.**

No significant problems encountered during roadside surveys. We continue to use established sites on Route 1 Tamuning, ITC and Atkins Kroll intersections capturing north and south bound traffic. Statistics collected are reported quarterly through our performance progress reports for our Division Administrator's review.

### Activity #4

**Activity: Describe State-specific activity conducted from previous year's CVSP.**

Increase terminal inspections on both motor coach and PV's

**Goal: Insert goal from previous year CVSP (#, %, etc., as appropriate).**

FY17: 38 Motor coach inspections 327 PV inspections

**Actual: Insert year to date progress (#, %, etc., as appropriate).**

FY17: 68 Motor coach inspections & 262 PV inspections

**Narrative: Describe any difficulties achieving the goal, problems encountered, obstacles overcome, lessons learned, etc.**

No problems encountered during terminal inspections Carriers are cooperative in allowing access to their faulty and provide sufficient staff to assist during inspections. Carriers continue to acknowledge and comply with federal mandates.

### Activity #5

**Activity: Describe State-specific activity conducted from previous year's CVSP.**

Increase number of Levels 1, 2, or 3 roadside inspection of motor coaches (From Passenger Transportation Safety)

**Goal: Insert goal from previous year CVSP (#, %, etc., as appropriate).**

FY17: Motor Coach inspections per quarter, 64 PV's per quarter

**Actual: Insert year to date progress (#, %, etc., as appropriate).**

FY17: 68 Motor coaches conducted as of August 1, 2017

**Narrative: Describe any difficulties achieving the goal, problems encountered, obstacles overcome, lessons learned, etc.**

To further improve our passenger vehicles inspection program, night operations will be considered to identify carriers operating after normal business hours who may have by-passed our inspection sites and/or terminal inspections. Our inspection activities will be focused at our shopping malls.

### Activity #6

**Activity: Describe State-specific activity conducted from previous year's CVSP.**

Transmission of all e-citation to Superior Court of Guam - Traffic Bureau (From CMV Safety Data Quality)

**Goal: Insert goal from previous year CVSP (#, %, etc., as appropriate).**

100% E-citation successfully transmitted to Traffic Bureau

**Actual: Insert year to date progress (#, %, etc., as appropriate).**

FY17: 50 traffic citations were issued of which 4 were e-citation and 46 were manual citations.

**Narrative: Describe any difficulties achieving the goal, problems encountered, obstacles overcome, lessons learned, etc.**

During the beginning of FY17 our internet account supported by the 405(c) grant with the Office of Highway Safety was terminated due to federal budget cuts. We could not support our e-citation program and had to revert back to issuing paper tickets. We are working towards establishing our own account to resume our e-Citation program and transmit citation data to the courts.

**4 - State Specific Objectives – Future****Instructions:**

*The State may include additional objectives from the national priorities or emphasis areas identified in the NOFO as applicable. In addition, the State may include any State-specific CMV problems identified in the State that will be addressed with MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc.*

*Describe any State-specific objective(s) identified for FY 2018. Click on "Add New Activity" to enter information on each State-specific objective. This is an optional section and only required if a State has identified a specific State problem planned to be addressed with grant funding.*

## Part 4 - Financial Information

### 1 - Overview

The spending plan is a narrative explanation of each budget component, and should support the cost estimates for the proposed work. The plan should focus on how each item will achieve the proposed project goals and objectives, and justify how costs are calculated. The spending plan should be clear, specific, detailed, and mathematically correct. Sources for assistance in developing the Spending Plan include [2 CFR part 200](#), [49 CFR part 350](#) and the [MCSAP Comprehensive Policy](#).

Before any cost is billed to or recovered from a Federal award, it must be allowable ([2 CFR §200.403](#), [2 CFR §200 Subpart E – Cost Principles](#)), reasonable ([2 CFR §200.404](#)), and allocable ([2 CFR §200.405](#)).

- **Allowable** costs are permissible under the OMB Uniform Guidance, DOT and FMCSA directives, MCSAP policy, and all other relevant legal and regulatory authority.
- **Reasonable** costs are those which a prudent person would deem to be judicious under the circumstances.
- **Allocable** costs are those that are charged to a funding source (e.g., a Federal award) based upon the benefit received by the funding source. Benefit received must be tangible and measurable.
  - Example: A Federal project that uses 5,000 square feet of a rented 20,000 square foot facility may charge 25 percent of the total rental cost.

#### Instructions:

The spending plan data forms are displayed by budget category. You may add additional lines to each table, as necessary. Please include clear, concise explanations in the narrative boxes regarding the reason for each cost, how costs are calculated, why they are necessary, and specific information on how prorated costs were determined.

The following definitions describe Spending Plan terminology.

- **Federal Share** means the portion of the total project costs paid by Federal funds. Federal share cannot exceed 85 percent of the total project costs for this FMCSA grant program.
- **State Share** means the portion of the total project costs paid by State funds. State share must be at least 15 percent of the total project costs for this FMCSA grant program. A State is only required to contribute 15 percent of the total project costs of all budget categories combined as State share. A State is NOT required to include a 15 percent State share for each line item in a budget category. The State has the flexibility to select the budget categories and line items where State match will be shown.
- **Total Project Costs** means total allowable costs incurred under a Federal award and all required cost sharing (sum of the Federal share plus State share), including third party contributions.
- **Maintenance of Effort** expenditures will be entered in a separate line below each budget category table for FY 2018. MOE expenditures will not, and should not, be included in the calculation of Total Project Costs, Federal share, or State share line items.

#### New for FY 2018

- **Incorporation of New Entrant and Border Enforcement into MCSAP**

The FAST Act consolidated new entrant and border enforcement under the MCSAP grant. For FY 2018, costs for New Entrant safety audits and border enforcement activities will no longer be captured in separate spending plans. States may opt to identify new entrant and border enforcement costs separately in the budget tables, but are not required to do so.

- **Calculation of Federal and State Shares**

Total Project Costs are determined for each line based upon user-entered data and a specific budget category formula. Federal and State shares are then calculated by the system based upon the Total Project Costs and are added to each line item.

The system calculates an 85 percent Federal share and 15 percent State share automatically for States and populates these values in each line. Federal share is the product of Total Project Costs X .85. State share equals Total Project Costs minus Federal share. If Total Project Costs are updated based upon user edits to the input values, the 85 and 15 percent values will not be recalculated by the system.

*States may change or delete the system-calculated Federal and State share values at any time to reflect actual allocation for any line item. For example, States may allocate 75 percent of an item to Federal share, and 25 percent of the item to State share. States must ensure that the sum of the Federal and State shares equals the Total Project Costs for each line before proceeding to the next budget category.*

*An error is shown on line items where Total Project Costs does not equal the sum of the Federal and State shares. Errors must be resolved before the system will allow users to 'save' or 'add' new line items.*

*Territories must insure that Total Project Costs equal Federal share for each line in order to proceed.*

- **Expansion of On Screen Messages**

*The system performs a number of edit checks on Spending Plan data inputs to ensure calculations are correct, and values are as expected. When anomalies are detected, alerts will be displayed on screen.*

*The system will confirm that:*

- *Federal share plus State share equals Total Project Costs on each line item*
- *Accounting Method is selected in Personnel, Part 4.2*
- *Overtime value does not exceed the FMCSA limit*
- *Planned MOE Costs equal or exceed FMCSA limit*
- *Proposed Federal and State share totals are each within \$5 of FMCSA's Federal and State share estimated amounts*
- *Territory's proposed Total Project Costs are within \$5 of \$350,000*

*For States completing a multi-year CVSP, the financial information should be provided for FY 2018 only.*

ESTIMATED Fiscal Year Funding Amounts for MCSAP		
	Federal Share	Total Estimated Funding
Total	\$350,000.00	\$350,000.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP award amount):	\$52,500.00
MOE Baseline:	\$0.00

## 2 - Personnel

Personnel costs are salaries for employees working directly on a project.

List grant-funded staff who will complete the tasks discussed in the narrative descriptive sections of the eCVSP.

**Note:** Do not include any personally identifiable information in the eCVSP.

Positions may be listed by title or function. It is not necessary to list all individual personnel separately by line. The State may use average or actual salary and wages by personnel category (e.g., Trooper, Civilian Inspector, Admin Support, etc.). Additional lines may be added as necessary to capture all of your personnel costs.

The percent of each person's time must be allocated to this project based on the amount of time/effort applied to the project. For budgeting purposes, historical data is an acceptable basis.

**Note:** Reimbursement requests must be based upon documented time and effort reports. For example, a MCSAP officer spent approximately 35 percent of his time on approved grant activities. Consequently, it is reasonable to budget 35 percent of the officer's salary to this project. For more information on this item see [2 CFR §200.430](#).

In the annual salary column, enter the annual salary for each position.

Total Project Costs are calculated by multiplying # of Staff X % of Time X Annual Salary for both Personnel and Overtime (OT).

If OT will be charged to the grant, only OT amounts for the Lead MCSAP Agency should be included in the table below. If the OT amount requested is greater than the 15 percent limitation in the MCSAP Comprehensive Policy, then justification must be provided in the CVSP for review and approval by FMCSA headquarters.

Activities conducted on OT by subrecipients under subawards from the Lead MCSAP Agency must comply with the 15 percent limitation as provided in the MCP. Any deviation from the 15 percent limitation must be approved by the Lead MCSAP Agency for the subrecipients.

Summary of MCSAP Funding Limitations	
Allowable amount for Lead MCSAP Agency Overtime without written justification (15% of MCSAP award amount):	\$52,500.00

Personnel: Salary and Overtime Project Costs					
Salary Project Costs					
Position(s)	# of Staff	% of Time	Annual Salary	Total Project Costs	Federal Share
MCSAP INSPECTOR I	4	100.0000	\$28,595.00	\$114,380.00	\$114,380.00
MCSAP INSPECTOR I	1	100.0000	\$31,076.00	\$31,076.00	\$31,076.00
MCSAP COORDINATOR	1	100.0000	\$33,911.00	\$33,911.00	\$33,911.00
<b>Subtotal: Salary</b>				<b>\$179,367.00</b>	<b>\$179,367.00</b>
Overtime Project Costs					
<b>Subtotal: Overtime</b>				<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL: Personnel</b>				<b>\$179,367.00</b>	<b>\$179,367.00</b>
<b>Accounting Method:</b>	<b>Accrual</b>				
<b>Planned MOE: Personnel</b>	<b>\$0.00</b>				

**Enter detailed explanation of how you came up with the personnel costs.**

The personnel cost not including fringe and benefits is based on five (5) full time MCSAP Inspectors, and one (1) full time MCSAP Coordinator. It is the intent of the Program to begin recruiting to fill the MCSAP Coordinator's position sometime during the beginning of the fiscal year.

The breakdown of personnel cost is as follows:

1 - MCSAP Coordinator: : Hourly rate of \$16.30 x work year hours 1040 = \$33,911.00  
1 - MCSAP Inspector I: Hourly rate of \$14.94 x work year hours 2080 = \$31,076.00  
4 - MCSAP Inspector I: Hourly rate of \$13.75 x work year hours 2080 = \$114,380.00  
2 - MCSAP Inspector II: (Vacant/Not Funded)

Total: \$179,367.00



### 3 - Fringe Benefits

Show the fringe benefit costs associated with the staff listed in the Personnel section. Fringe costs may be estimates, or based on a fringe benefit rate approved by the applicant's Federal cognizant agency for indirect costs. If using an approved rate, a copy of the indirect cost rate agreement must be provided. For more information on this item see [2 CFR §200.431](#).

Fringe costs are benefits paid to employees, including the cost of employer's share of FICA, health insurance, worker's compensation, and paid leave. Only non-Federal grantees that have an accrual basis of accounting may have a separate line item for leave, and is entered as the projected leave expected to be accrued by the personnel listed within Part 4.2 – Personnel. Reference [2 CFR §200.431\(b\)](#).

Include how the fringe benefit amount is calculated (i.e., actual fringe benefits, rate approved by HHS Statewide Cost Allocation or cognizant agency). Include a description of the specific benefits that are charged to a project and the benefit percentage or total benefit cost.

The cost of fringe benefits are allowable if:

- Costs are provided under established written policies
- Costs are equitably allocated to all related activities, including Federal awards
- Accounting basis (cash or accrual) selected for costing each type of leave is consistently followed by the non-Federal entity or specified grouping of employees

Depending on the State, there are set employer taxes that are paid as a percentage of the salary, such as Social Security, Medicare, State Unemployment Tax, etc.

- For each of these standard employer taxes, under Position you may list "All Positions," the benefits would be the respective standard employer taxes, followed by the respective rate with a base being the total salaries for Personnel in Part 4.2.
- The base multiplied by the respective rate would give the total for each standard employer tax. Workers' Compensation is rated by risk area. It is permissible to enter this as an average, usually between sworn and unsworn—any grouping that is reasonable and clearly explained in the narrative is allowable.
- Health Insurance and Pensions can vary greatly and can be averaged and like Workers' Compensation, can sometimes to be broken into sworn and unsworn.

In the Position column include a brief position description that is associated with the fringe benefits.

The **Fringe Benefit Rate** is:

- The rate that has been approved by the State's cognizant agency for indirect costs; or a rate that has been calculated based on the aggregate rates and/or costs of the individual items that your agency classifies as fringe benefits.
- For example, your agency pays 7.65 percent for FICA, 42.05 percent for health/life/dental insurance, and 15.1 percent for retirement. The aggregate rate of 64.8 percent (sum of the three rates) may be applied to the salaries/wages of personnel listed in the table.

The **Base Amount** is:

- The salary/wage costs within the proposed budget to which the fringe benefit rate will be applied.
- For example, if the total wages for all grant-funded staff is \$150,000, then that is the amount the fringe rate of 64.8 (from the example above) will be applied. The calculation is:  $\$150,000 \times 64.8/100 = \$97,200$  Total Project Costs.

The Total Project Costs equal Fringe Benefit Rate X Base Amount divided by 100.

Fringe Benefits Project Costs				
Position(s)	Fringe Benefit Rate	Base Amount	Total Project Costs	Federal Share
7490	35.4015	\$33,911.00	\$12,004.99	\$12,004.99
9180	35.9988	\$31,076.00	\$11,187.00	\$11,187.00
0810	54.4326	\$28,595.00	\$15,564.99	\$15,564.99
9001	40.6470	\$28,595.00	\$11,622.99	\$11,622.99
0800	40.6470	\$28,595.00	\$11,622.99	\$11,622.99
0812	40.6470	\$28,595.00	\$11,622.99	\$11,622.99
9208	0.0000	\$0.00	\$0.00	\$0.00
<b>TOTAL: Fringe Benefits</b>			<b>\$73,625.95</b>	<b>\$73,625.95</b>
<b>Planned MOE: Fringe Benefits</b>	<b>\$0.00</b>			

**Enter detailed explanation of how you came up with the fringe benefits costs.**

POSTION NUMBER	SALARY	RETIREMENT SALARY X 27.41%	RETIREMENT DDI 19.01 x 26 PPE	MEDICARE 1.45% x SALARY	LIFE	MEDICAL INSURANCE	DENTAL INSURANCE	TOTAL BENEFITS
7490	33,911	9,295	495	492	178	1321	224	12,005
9180	31,076	8,518	495	451	178	1,321	224	11,187
0810	28,595	7,838	495	415	178	6,235	404	15,565
9001	28,595	7,838	495	415	178	2,473	224	11,623
0800	28,595	7,838	495	415	178	2,473	224	11,623
0812	28,595	7,838	495	415	178	2,473	224	11,623
9208	0	0	0	0	0	0	0	0
	179,367	49,165	2,970	2,603	1,068	16,296	1,524	73,626

Note: There is a 5 cent difference between the detail spreadsheet and the Fringe Benefit Table. The table does not allow the figures to be rounded up to a whole dollar.

**4 - Travel**

*Itemize the positions/functions of the people who will travel. Show the estimated cost of items including but not limited to, lodging, meals, transportation, registration, etc. Explain in detail how the MCSAP program will directly benefit from the travel.*

*Travel costs are funds for field work or for travel to professional meetings.*

*List the purpose, number of persons traveling, number of days, and total project costs for each trip. If details of each trip are not known at the time of application submission, provide the basis for estimating the amount requested. For more information on this item see [2 CFR §200.474](#).*

*Total Project Costs should be determined by State users, and input in the table below.*

Travel Project Costs				
Purpose	# of Staff	# of Days	Total Project Costs	Federal Share
PACIFIC RIM PLANNING MEETING	1	4	\$3,520.00	\$3,520.00
PV TRAINING	2	5	\$7,800.00	\$7,800.00
HM TRAINING	2	5	\$7,800.00	\$7,800.00
<b>TOTAL: Travel</b>			<b>\$19,120.00</b>	<b>\$19,120.00</b>
<b>Planned MOE: Travel</b>	<b>\$0.00</b>			

***Enter detailed explanation of how you came up with the travel costs.***

The travel cost is based on the average airfare and lodging expense for three travelers to attend the following planning meeting/training:

(1) MCSAP COORDINATOR - \$3520.00

Pacific Rim Planning Meeting (\$1800 airfare + \$1500 per diem + \$220 car rental)

(2) MCSAP INSPECTORS - \$7800.00

Passenger Vehicle training (\$3600 airfare + \$3750 per diem + 450 car rental)

(2) MCSAP INSPECTORS - \$7800.00

General HM training (\$3600 airfare + \$3750 per diem + \$450 car rental)

**5 - Equipment**

Equipment is tangible property. It includes information technology systems having a useful life of more than one year, and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the non-Federal entity (i.e., the State) for financial statement purposes, or \$5,000.

- If your State's equipment threshold is below \$5,000, check the box below and provide the equipment threshold amount. See §§[200.12](#) Capital assets, [200.20](#) Computing devices, [200.48](#) General purpose equipment, [200.58](#) Information technology systems, [200.89](#) Special purpose equipment, and [200.94](#) Supplies.

Show the total cost of equipment and the percentage of time dedicated for MCSAP related activities that the equipment will be billed to MCSAP. For example, you intend to purchase a server for \$5,000 to be shared equally among five programs, including MCSAP. The MCSAP portion of the total cost is \$1,000. If the equipment you are purchasing will be capitalized (depreciated), you may only show the depreciable amount, and not the total cost ([2 CFR §200.436](#) and [2 CFR §200.439](#)). If vehicles or large IT purchases are listed here, the applicant must disclose their agency's capitalization policy.

Provide a description of the equipment requested. Include how many of each item, the full cost of each item, and the percentage of time this item will be dedicated to MCSAP activities.

The Total Project Costs equal # of Items x Full Cost per Item x Percentage of Time Dedicated to MCSAP.

Equipment Project Costs					
Item Name	# of Items	Full Cost per Item	% Time Dedicated to MCSAP	Total Project Costs	Federal Share
<b>TOTAL: Equipment</b>				<b>\$0.00</b>	<b>\$0.00</b>
Equipment threshold is greater than \$5,000.					
Planned MOE: Equipment	\$0.00				

**Enter detailed explanation of how you came up with the equipment costs.**

No funding appropriated for equipment.

**6 - Supplies**

*Supplies means all tangible property other than that described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the non-Federal entity for financial statement purposes or \$5,000, regardless of the length of its useful life. See also §§200.20 Computing devices and 200.33 Equipment. Estimates for supply costs may be based on the same allocation as personnel. For example, if 35 percent of officers' salaries are allocated to this project, you may allocate 35 percent of your total supply costs to this project. A different allocation basis is acceptable, so long as it is reasonable, repeatable and logical, and a description is provided in the narrative.*

*List a description of each item requested, including the number of each unit/item, the unit of measurement for the item, and the cost of each item/unit.*

*Total Project Costs equal #of Units x Cost per Unit.*

Supplies Project Costs					
Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Project Costs	Federal Share
INK CARTRIDGES	60	BOX	\$22.00	\$1,320.00	\$1,320.00
MCSAP INSPECTION DECALS	1800	BOX	\$0.50	\$900.00	\$900.00
PORTABLE PRINTERS	5	BOX	\$200.00	\$1,000.00	\$1,000.00
UNIFORMS	5	SET OF 5	\$750.00	\$3,750.00	\$3,750.00
<b>TOTAL: Supplies</b>				<b>\$6,970.00</b>	<b>\$6,970.00</b>
<b>Planned MOE: Supplies</b>	<b>\$0.00</b>				

***Enter detailed explanation of how you came up with the supplies costs.***

1. **\$1320.00** - Cost for ink cartridge: MCSAP units average 1 cartridge per month (5 printer x 12 months = 60 cartridges @ \$1320.00)
2. **\$900.00** - Cost for MCSAP inspection decals: average cost is .50 cents per decal. Decal supply to support 4 quarters at 450 decal x 4 quarter = 1800 decals annually @ \$900.00
3. **\$1000.00** - Portable printers: average cost for replacement \$200 x 5 = \$1000.00
4. **\$3750.00** - Cost of Uniforms: 5 sets of BDU per inspector, 1 belt, 1 pair of safety shoes. The average cost per inspector is \$750 (5 inspectors x \$750 = \$3750)

## 7 - Contractual and Subaward

This section includes both contractual costs and subawards to subrecipients. Use the table below to capture the information needed for both contractual agreements and subawards. The definitions of these terms are provided so the instrument type can be entered into the table below.

**CONTRACTUAL** – A contract is a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award ([2 CFR §200.22](#)). All contracts issued under a Federal award must comply with the standards described in [2 CFR §200 Procurement Standards](#).

**Note:** Contracts are separate and distinct from subawards; see [2 CFR §200.330](#) for details.

**SUBAWARD** – A subaward is an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract ([2 CFR §200.92](#), [2 CFR §200.330](#)).

**SUBRECIPIENT** - Subrecipient means a non-Federal entity that receives a subaward from a pass-through entity to carry out part of a Federal program, but does not include an individual who is a beneficiary of such program. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency ([2 CFR §200.93](#)).

Enter the legal name of the vendor or subrecipient if known. If unknown at this time, please indicate 'unknown' in the legal name field. Include a description of services for each contract or subaward listed in the table. Entering a statement such as "contractual services" with no description will not be considered meeting the requirement for completing this section.

Enter the DUNS or EIN number of each entity. There is a drop-down option to choose either DUNS or EIN, and then the State must enter the corresponding identification number.

Select the Instrument Type by choosing either Contract or Subaward for each entity.

Total Project Costs should be determined by State users and input in the table below.

If the State plans to include O&M costs that meet the definition of a contractual or subaward cost, details must be provided in the table and narrative below.

Please describe the activities these costs will be used to support (i.e. ITD, PRISM, SSDQ or other services).

Contractual and Subaward Project Costs					
Legal Name	DUNS/EIN	Number	Instrument Type	Total Project Costs	Federal Share
DEPARTMENT OF REVENUE AND TAXATION	DUNS	855025888	Contract	\$15,206.65	\$15,206.65
Description of Services: Office space rental					
DATA BY DESIGN	EIN		Contract	\$4,700.00	\$4,700.00
Description of Services: IT Support					
GUAM TELEGUAM HOLDINGS	EIN	43784135	Contract	\$5,000.00	\$5,000.00
Description of Services: Communication					
GUAM POLICE DEPARTMENT/HIGHWAY PATROL DIVISION	DUNS		Subrecipient	\$480.00	\$480.00
Description of Services: TRAFFIC ENFORCEMENT INSPECTION ACTIVITIES					
<b>TOTAL: Contractual and Subaward</b>				<b>\$25,386.65</b>	<b>\$25,386.65</b>
<b>Planned MOE: Contractual and Subaward</b>	<b>\$0.00</b>				

***Enter detailed explanation of how you came up with the contractual and subaward costs.***

1. Office space rental is based at \$1,267.22 (per month x 12) = \$15,206.65 per year.
2. IT Technical support services at an annual rate of \$4,700.00. The amount is based on the scope of work agreed between DRT/MCSAP and the vendor during the initial procurement process which include the following:
  - Maintain baseline configuration for up to one server and eight laptops including hardware, software, and connectivity networking requirements for 12 months.
  - Provide local area networking and general connectivity support for connection via VPN to external FMCSA site.
  - Provide technical support and install updates for FMCSA applications.
  - Coordinate with FMCSA helpdesk and vendor for updates and patches.
  - Assist with updates and patches to window operating systems and anti-virus programs.
3. Communication estimated cost for 2 phone lines and wireless internet connection to serve 3 PC's workstations and 5 field toughbooks \$417.00 x 12 months = \$5000.00
4. Traffic Enforcement MOU with GPD/HPD - \$480.00 (\$15 x 32 inspections) reimbursement fee for inspections conducted by GPD officer to support our roadside traffic enforcement activity.

## 8 - Other Costs

Other costs are those not classified elsewhere, such as communications or utility costs. As with other expenses, these must be allocable to the Federal award. The total costs and allocation bases must be shown in the narrative. Examples of Other costs may include utilities and/or leased equipment, employee training tuition, meeting registration costs, etc. The quantity, unit of measurement (e.g., monthly, annually, each, etc.) and unit cost must be included. All Other costs must be specifically itemized and described.

If the State plans to include O&M costs that do not meet the definition of a contractual or subaward cost, details must be provided in the table and narrative below. Please identify these costs as ITD O&M, PRISM O&M, or SSDQ O&M.

Enter a description of each requested Other Cost.

Enter the number of items/units, the unit of measurement, and the cost per unit/item for each other cost listed. Show the cost of the Other Costs and the portion of the total cost that will be billed to MCSAP. For example, you intend to purchase air cards for \$2,000 to be shared equally among five programs, including MCSAP. The MCSAP portion of the total cost is \$400.

Total Project Costs equal Number of Units x Cost per Item.

### Indirect Costs

Information on Indirect Costs ([2 CFR §200.56](#)) is captured in this section. This cost is allowable only when an approved indirect cost rate agreement has been provided. Applicants may charge up to the total amount of the approved indirect cost rate multiplied by the eligible cost base. Applicants with a cost basis of salaries/wages and fringe benefits may only apply the indirect rate to those expenses. Applicants with an expense base of modified total direct costs (MTDC) may only apply the rate to those costs that are included in the MTDC base ([2 CFR §200.68](#)).

- **Cost Basis** — is the accumulated direct costs (normally either total direct salaries and wages or total direct costs exclusive of any extraordinary or distorting expenditures) used to distribute indirect costs to individual Federal awards. The direct cost base selected should result in each Federal award bearing a fair share of the indirect costs in reasonable relation to the benefits received from the costs.
- **Approved Rate** — is the rate in the approved Indirect Cost Rate Agreement.
- **Eligible Indirect Expenses** — means after direct costs have been determined and assigned directly to Federal awards and other activities as appropriate. Indirect costs are those remaining to be allocated to benefitted cost objectives. A cost may not be allocated to a Federal award as an indirect cost if any other cost incurred for the same purpose, in like circumstances, has been assigned to a Federal award as a direct cost.
- **Total Indirect Costs** equal Approved Rate x Eligible Indirect Expenses divided by 100.

### Your State will claim reimbursement for Indirect Costs.

Indirect Costs				
Cost Basis	Approved Rate	Eligible Costs	Total Indirect Costs	Federal Share
Salaries and Wages (SW)	5.86	\$179,367.00	\$10,510.90	\$10,510.90
<b>TOTAL: Indirect Costs</b>			<b>\$10,510.90</b>	<b>\$10,510.90</b>

Other Costs Project Costs					
Item Name	# of Units/Items	Unit of Measurement	Cost per Unit	Total Project Costs	Federal Share
FUEL COST	3	GALLONS	\$6,232.50	\$18,697.50	\$18,697.50
MAINTENANCE OF VEHICLES	3	REQUISITION	\$3,674.00	\$11,022.00	\$11,022.00
CVSA MEMBERSHIP DUES	1	ANNUAL	\$5,300.00	\$5,300.00	\$5,300.00
<b>TOTAL: Other Costs</b>				<b>\$35,019.50</b>	<b>\$35,019.50</b>
<b>Planned MOE: Other Costs</b>	<b>\$0.00</b>				



***Enter detailed explanation of how you came up with the other costs.***

1. Fuel cost: estimated at \$6,232.50 x 3 (i.e. number of MCSAP vehicles) = \$18,697.49
2. Maintenance of vehicles: average cost for vehicle maintenance is \$3,674.00 x 3 MCSAP vehicles = \$11,022.00  
(cost include general maintenance, oil change, tune up, full AC services, brake maintenance, and tire replacement for three vehicles).
3. CVSA Membership based on an annual flat rate of \$5,300.00 established for government entities.

**9 - Comprehensive Spending Plan**

The comprehensive spending plan is auto-populated from all line items in the tables and is in read-only format.

ESTIMATED Fiscal Year Funding Amounts for MCSAP		
	Federal Share	Total Estimated Funding
Total	\$350,000.00	\$350,000.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP award amount):	\$52,500.00
MOE Baseline:	\$0.00

Estimated Expenditures		
Personnel		
	Federal Share	Total Project Costs
MCSAP INSPECTOR I	\$114,380.00	\$114,380.00
MCSAP INSPECTOR I	\$31,076.00	\$31,076.00
MCSAP COORDINATOR	\$33,911.00	\$33,911.00
<b>Salary Subtotal</b>	<b>\$179,367.00</b>	<b>\$179,367.00</b>
<b>Overtime subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Personnel total</b>	<b>\$179,367.00</b>	<b>\$179,367.00</b>
<b>Planned MOE</b>	<b>\$0.00</b>	

Fringe Benefits		
	Federal Share	Total Project Costs
7490	\$12,004.99	\$12,004.99
9180	\$11,187.00	\$11,187.00
0810	\$15,564.99	\$15,564.99
9001	\$11,622.99	\$11,622.99
0800	\$11,622.99	\$11,622.99
0812	\$11,622.99	\$11,622.99
9208	\$0.00	\$0.00
<b>Fringe Benefits total</b>	<b>\$73,625.95</b>	<b>\$73,625.95</b>
<b>Planned MOE</b>	<b>\$0.00</b>	

Travel		
	Federal Share	Total Project Costs
PACIFIC RIM PLANNING MEETING	\$3,520.00	\$3,520.00
PV TRAINING	\$7,800.00	\$7,800.00
HM TRAINING	\$7,800.00	\$7,800.00
<b>Travel total</b>	<b>\$19,120.00</b>	<b>\$19,120.00</b>
<b>Planned MOE</b>	<b>\$0.00</b>	

Equipment		
	Federal Share	Total Project Costs
<b>Equipment total</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Planned MOE</b>	<b>\$0.00</b>	

Supplies		
	Federal Share	Total Project Costs
INK CARTRIDGES	\$1,320.00	\$1,320.00
MCSAP INSPECTION DECALS	\$900.00	\$900.00
PORTABLE PRINTERS	\$1,000.00	\$1,000.00
UNIFORMS	\$3,750.00	\$3,750.00
<b>Supplies total</b>	<b>\$6,970.00</b>	<b>\$6,970.00</b>
<b>Planned MOE</b>	<b>\$0.00</b>	

Contractual and Subaward		
	Federal Share	Total Project Costs
DEPARTMENT OF REVENUE AND TAXATION	\$15,206.65	\$15,206.65
DATA BY DESIGN	\$4,700.00	\$4,700.00
GUAM TELEGUAM HOLDINGS	\$5,000.00	\$5,000.00
GUAM POLICE DEPARTMENT/HIGHWAY PATROL DIVISION	\$480.00	\$480.00
<b>Contractual and Subaward total</b>	<b>\$25,386.65</b>	<b>\$25,386.65</b>
<b>Planned MOE</b>	<b>\$0.00</b>	

Other Costs		
	Federal Share	Total Project Costs
FUEL COST	\$18,697.50	\$18,697.50
MAINTENANCE OF VEHICLES	\$11,022.00	\$11,022.00
CVSA MEMBERSHIP DUES	\$5,300.00	\$5,300.00
<b>Other Costs total</b>	<b>\$35,019.50</b>	<b>\$35,019.50</b>
<b>Planned MOE</b>	<b>\$0.00</b>	

Total Costs		
	Federal Share	Total Project Costs
<b>Subtotal for Direct Costs</b>	<b>\$339,489.10</b>	<b>\$339,489.10</b>
Indirect Costs	\$10,510.90	\$10,510.90
<b>Total Costs Budgeted</b>	<b>\$350,000.00</b>	<b>\$350,000.00</b>
<b>Total Planned MOE</b>	<b>\$0.00</b>	

## 10 - Financial Summary

The Financial Summary is auto-populated by the system by budget category. It is a read-only document and can be used to complete the SF-424A in Grants.gov.

- The system will confirm that percentages for Federal and State shares are correct for Total Project Costs. The edit check is performed on the **"Total Costs Budgeted"** line only.
- The system will confirm that Planned MOE Costs equal or exceed FMCSA funding limitation. The edit check is performed on the **"Total Costs Budgeted"** line only.
- The system will confirm that the Overtime value does not exceed the FMCSA funding limitation. The edit check is performed on the **"Overtime subtotal"** line.

ESTIMATED Fiscal Year Funding Amounts for MCSAP		
	Federal Share	Total Estimated Funding
Total	\$350,000.00	\$350,000.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP award amount):	\$52,500.00
MOE Baseline:	\$0.00

Estimated Expenditures			
	Federal Share	Total Project Costs	Planned MOE Costs
Salary Subtotal	\$179,367.00	\$179,367.00	NA
Overtime Subtotal	\$0.00	\$0.00	NA
Personnel Total	\$179,367.00	\$179,367.00	\$0.00
Fringe Benefits Total	\$73,625.95	\$73,625.95	\$0.00
Travel Total	\$19,120.00	\$19,120.00	\$0.00
Equipment Total	\$0.00	\$0.00	\$0.00
Supplies Total	\$6,970.00	\$6,970.00	\$0.00
Contractual and Subaward Total	\$25,386.65	\$25,386.65	\$0.00
Other Costs Total	\$35,019.50	\$35,019.50	\$0.00
	Federal Share	Total Project Costs	Planned MOE Costs
Subtotal for Direct Costs	\$339,489.10	\$339,489.10	\$0.00
Indirect Costs	\$10,510.90	\$10,510.90	NA
<b>Total Costs Budgeted</b>	<b>\$350,000.00</b>	<b>\$350,000.00</b>	<b>\$0.00</b>

## Part 5 - Certifications and Documents

*Part 5 includes electronic versions of specific requirements, certifications and documents that a State must agree to as a condition of participation in MCSAP. The submission of the CVSP serves as official notice and certification of compliance with these requirements. State or States means all of the States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the Virgin Islands.*

*If the person submitting the CVSP does not have authority to certify these documents electronically, then the State must continue to upload the signed/certified form(s) through the "My Documents" area on the State's Dashboard page.*

### 1 - State Certification

*The State Certification will not be considered complete until the four questions and certification declaration are answered. Selecting 'no' in the declaration may impact your State's eligibility for MCSAP funding.*

1. What is the name of the person certifying the declaration for your State? Eddie Baza Calvo
2. What is this person's title? Governor of Guam
3. Who is your Governor's highway safety representative? Glenn Leon Guerrero
4. What is this person's title? Director, Department of Public Works

**The State affirmatively accepts the State certification declaration written below by selecting 'yes'.**

- ☒ Yes
- ☐ No

#### State Certification declaration:

I, Eddie Baza Calvo, Governor of Guam, on behalf of the Territory of GUAM, as requested by the Administrator as a condition of approval of a grant under the authority of [49 U.S.C. § 31102](#), as amended, certify that the Territory satisfies all the conditions required for MCSAP funding, as specifically detailed in [49 C.F.R. § 350.211](#).

**2 - Annual Review of Laws, Regulations, Policies and Compatibility Certification**

*You must answer all three questions and indicate your acceptance of the certification declaration. Selecting 'no' in the declaration may impact your State's eligibility for MCSAP funding.*

1. What is the name of your certifying State official? Eddie Baza. Calvo
2. What is the title of your certifying State official? Governor of Guam
3. What are the phone # and email address of your State official? 671-475-8931

**The State affirmatively accepts the compatibility certification declaration written below by selecting 'yes'.**

- ☒ Yes
- ☐ No

I, Eddie Baza. Calvo, certify that the Territory has conducted the annual review of its laws and regulations for compatibility regarding commercial motor vehicle safety and that the Territory's safety laws remain compatible with the Federal Motor Carrier Safety Regulations (49 CFR parts 390-397) and the Hazardous Materials Regulations (49 CFR parts 107 (subparts F and G only), 171-173, 177, 178, and 180) and standards and orders of the Federal government, except as may be determined by the Administrator to be inapplicable to a State enforcement program. For the purpose of this certification, Compatible means Territory laws or regulations pertaining to interstate commerce that are identical to the FMCSRs and HMRs or have the same effect as the FMCSRs and identical to the HMRs and for intrastate commerce rules identical to or within the tolerance guidelines for the FMCSRs and identical to the HMRs.

If there are any exceptions that should be noted to the above certification, include an explanation in the text box below.

**3 - New Laws/Legislation/Policy Impacting CMV Safety**

**Has the State adopted/enacted any new or updated laws (i.e., statutes) impacting CMV safety since the last CVSP or annual update was submitted?**

☐ Yes ☒ No

**Has the State adopted/enacted any new administrative actions or policies impacting CMV safety since the last CVSP?**

☐ Yes ☒ No





Dipattamenton Kontribusion yan Adu'ana

DEPARTMENT OF

# REVENUE AND TAXATION

GOVERNMENT OF GUAM

Gubetnamenton Guåhan

EDDIE BAZA CALVO, Governor Maga'låhi  
RAY TENORIO, Lt. Governor Tåñente Gubetnadot

JOHN P. CAMACHO, Director  
Direktot  
MARIE M. BENITO, Deputy Director  
Sigundo Direktot

## CERTIFICATION OF MCSAP CONFORMANCE TERRITORY OF GUAM – FY 2018

I **Eddie Baza Calvo, Governor of Guam**, on behalf of the **Territory of Guam**, as requested by the Administrator as a condition of approval of a grant under the authority of 49 U.S.C. § 31102, as amended, do hereby certify as follows:

1. The State has adopted commercial motor carrier and highway hazardous materials safety regulations, standards and orders that are compatible with the FMCSRs and the HMRs, and the standards and orders of the Federal Government.
2. The State has designated the Department of Revenue and Taxation as the Lead State Agency to administer the Commercial Vehicle Safety Plan throughout the State for the grant sought and **Motor Carrier Safety Assistance Program** to perform defined functions under the CVSP. The Lead State Agency has the legal authority, resources, and qualified personnel necessary to enforce the State's commercial motor carrier, driver, and highway hazardous materials safety laws, regulations, standards, and orders.
3. The State will obligate the funds or resources necessary to provide a matching share to the Federal assistance provided in the grant to administer the plan submitted and to enforce the State's commercial motor carrier safety, driver, and hazardous materials laws, regulations, standards, and orders in a manner consistent with the approved plan.
4. The laws of the State provide the State's enforcement officials right of entry (or other method a State may use that is adequate to obtain the necessary information) and inspection sufficient to carry out the purposes of the CVSP, as approved, and provide that the State will grant maximum reciprocity for inspections conducted pursuant to the North American Standard Inspection procedure, through the use of a nationally accepted system allowing ready identification of previously inspected CMVs.
5. The State requires that all reports relating to the program be submitted to the appropriate State agency or agencies, and the State will make these reports available, in a timely manner, to the FMCSA on request.
6. The State has uniform reporting requirements and uses FMCSA designated forms for record keeping, inspection, and other enforcement activities.
7. The State has in effect a requirement that registrants of CMVs demonstrate their knowledge of the applicable Federal or State CMV safety laws or regulations.



8. The State must ensure that the total expenditure of amounts of the Lead State Agency will be maintained at a level of effort each fiscal year in accordance with 49 CFR 350.301.
9. The State will ensure that MCSAP funded enforcement of activities under 49 CFR 350.309 will not diminish the effectiveness of the development and implementation of the programs to improve motor carrier, CMV, and driver safety.
10. The State will ensure that CMV size and weight enforcement activities funded with MCSAP funds will not diminish the effectiveness of other CMV safety enforcement programs.
11. The State will ensure that violation sanctions imposed and collected by the State are consistent, effective, and equitable.
12. The State will (1) establish and dedicate sufficient resources to a program to provide FMCSA with accurate, complete, and timely reporting of motor carrier safety information that includes documenting the effects of the State's CMV safety programs; (2) participate in a national motor carrier safety data correction program (DataQs); (3) participate in appropriate FMCSA systems including information technology and data systems; and (4) ensure information is exchanged in a timely manner with other States.
13. The State will ensure that the CVSP, data collection, and information data systems are coordinated with the State highway safety improvement program under sec. 148(c) of title 23, U.S. Code. The name of the Governor's highway safety representative (or other authorized State official through whom coordination was accomplished) is **Glenn Leon Guerrero, Director Department of Public Works**.
14. The State has undertaken efforts to emphasize and improve enforcement of State and local traffic laws as they pertain to CMV safety.
15. The State will ensure that it has departmental policies stipulating that roadside inspections will be conducted at locations that are adequate to protect the safety of drivers and enforcement personnel.
16. The State will ensure that MCSAP-funded personnel, including sub-grantees, meet the minimum Federal standards set forth in 49 CFR Part 385, subpart C for training and experience of employees performing safety audits, compliance reviews, or driver/vehicle roadside inspections.
17. The State will enforce registration (i.e., operating authority) requirements under 49 U.S.C 13902, 31134, and 49 CFR § 392.9a by prohibiting the operation of any vehicle discovered to be operating without the required registration or beyond the scope of the motor carrier's registration.
18. The State will cooperate in the enforcement of financial responsibility requirements under 49 U.S.C. 13906, 31138, 31139 and 49 CFR Part 387.



19. The State will include, in the training manual for the licensing examination to drive a non-CMV and the training manual for the licensing examination to drive a CMV, information on best practices for safe driving in the vicinity of noncommercial and commercial motor vehicles.

20. The State will conduct comprehensive and highly visible traffic enforcement and CMV safety inspection programs in high-risk locations and corridors.

21. The State will ensure that, except in the case of an imminent or obvious safety hazard, an inspection of a vehicle transporting passengers for a motor carrier of passengers is conducted at a bus station, terminal, border crossing, maintenance facility, destination, or other location where motor carriers may make planned stops (excluding a weigh station).

22. The State will transmit to its roadside inspectors the notice of each Federal exemption granted pursuant to 49 U.S.C. § 31315(b) and 49 CFR 390.32 and 390.25 as provided to the State by FMCSA, including the name of the person granted the exemption and any terms and conditions that apply to the exemption.

23. Except for a territory of the United States, the State will conduct safety audits of interstate and, at the State's discretion, intrastate new entrant motor carriers under 49 U.S.C. § 31144(g). The State must verify the quality of the work conducted by a third party authorized to conduct safety audits under 49 U.S.C. § 31144(g) on its behalf, and the State remains solely responsible for the management and oversight of the activities.

24. The State will fully participate in the performance and registration information systems management program under 49 U.S.C. § 31106(b) not later than October 1, 2020, or demonstrates to FMCSA an alternative approach for identifying and immobilizing a motor carrier with serious safety deficiencies in a manner that provides an equivalent level of safety.

25. In the case of a State that shares a land border with another country, the State may conduct a border CMV safety program focusing on international commerce that includes enforcement and related projects or will forfeit all MCSAP funds based on border-related activities.

26. In the case that a State meets all MCSAP requirements and funds operation and maintenance costs associated with innovative technology deployment with MCSAP funds, the State agrees to comply with the requirements established in 49 CFR 350.319 and 350.329

Date

8/25/17

Signature



Dipattamenton Kontribusion yan Adu'ana

DEPARTMENT OF

# REVENUE AND TAXATION

GOVERNMENT OF GUAM

Gubetnamenton Guahan

EDDIE BAZA CALVO, Governor Maga'lahi  
RAY TENORIO, Lt. Governor Tifante Gubelnadot

JOHN P. CAMACHO, Director  
Direktot  
MARIE M. BENITO, Deputy Director  
Sigundo Direktot

## ANNUAL CERTIFICATION OF COMPATIBILITY

In accordance with 49 CFR, Part 350 and 355, as Governor of the Territory of Guam, I do hereby certify that Guam is compatible with appropriate Parts of the Federal Motor Carrier Safety Regulations (FMCSR's) and the Federal Hazardous Materials Regulations (FHMR's) as follows except as noted below:

### INTERSTATE MOTOR CARRIER

1. 49 CFR Part 385, 386, 390 through 399
2. 49 CFR Parts 107, 171-173, 177, 178 and 180

### INTRASTATE MOTOR CARRIER

1. 49 CFR Part 385, 386, 390 through 399
2. 49 CFR Parts 107, 171-173, 177, 178 and 180

  
EDDIE B. CALVO

Governor of Guam

Signature & Title of Person Certifying

Date:

8 / 25 / 17

Office of the Governor  
Central File